



SYSTEMS ANALYST/PROGRAMMER

THREE FULL-TIME POSITIONS AVAILABLE

Recruitment Timeline

First review of applications:

12:00 p.m. (Noon) - July 7, 2022

Interested applicants are encouraged to apply as soon as possible.

Interviews:
To be determined

Hire Date:
As soon as possible or at a mutually agreeable date.

Compensation & Benefits

Annual Salary Range

Depending on Qualifications

\$109,297 - \$147,562

A summary of benefits can be viewed online:

[Benefits Summary](#)

The full-time positions are represented by the Fremont Association of Management Employees (FAME) Bargaining Unit.

[Apply Here!](#)



Three (3) full-time positions available to support the following ITS functions:

Geographic Information System (GIS)

Webmaster

General Programming

The City of Fremont

Fremont is a well-managed and innovative city! Located in the heart of the Bay Area and Silicon Valley, Fremont prides itself on innovation, clean technology and advanced manufacturing, a low crime rate, great schools, a low unemployment rate, quality parks, nearby open space, and an incredibly diverse population of over 235,000 residents. As a full-service city, Fremont employs 962 regular employees and operates on a FY 2021-22 General Fund budget of \$231.4 million. With its strong and diversified business base, Fremont is an important economic force in the region. The City strives to be an innovator in municipal government, with dynamic leadership provided by the City Council and City Manager. Fremont is an employer that values its people, creativity, quality service, integrity, open communication, collaboration, mutual respect, and diversity. Employees find their work challenging, yet rewarding, and most importantly, enjoy the chance to make a difference through public service.

The Information Technology Services Department

Our mission is to "deliver the best proven technology and services available for computer, data, telecommunications, mapping, and critical business systems to employees and the public through excellent customer service, continuous improvement, innovative problem-solving, adherence to standardized information best practices, and collaborative solutions." Our department is forward thinking in local government and was the winner of the Municipal Information Systems Association of California (MISAC) Quality IT Practices Award in 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2020, and 2021.

About the Positions

GIS Function

We have an exciting opportunity for a GIS Programmer Analyst to join our team. GIS is a collection of computer hardware, software, and geographic data for capturing, managing, analyzing, and displaying all forms of geographically referenced information. We provide professional services, data, and information to meet the business needs of the City Departments, other City entities, and the public.

Our services include the development, maintenance, and distribution of enterprise-based and business-driven spatial data, applications, and mapping. In collaboration with other Divisions and Departments, we provide GIS environment customization, web-based map and data development, and application support.

The incumbent will be responsible for providing professional and technical expertise to customers and staff members in the areas of geographic information systems, application and database development, report writing, configuration, upgrades, program/system testing, implementation and maintenance, training, documentation, systems integration, and geographical/spatial administration.



Human Resources Department
3300 Capitol Avenue, Bldg. B
(510) 494-4660 | humanresources@fremont.gov
www.fremont.gov/humanresources

About the Positions (Continued)

Webmaster Function

As an essential member of the Information Technology Services Department, the Systems Analyst/Programmer - Webmaster will write code as well as assist in debugging or checking code from fellow Systems Analyst/Programmers and technical contractors, and perform information systems maintenance and upgrades. The Systems Analyst/Programmer - Webmaster will perform problem solving using root causes analysis, and assist with helping the unit meet its Key Performance Indicators for measuring the team's performance against the Service Level Agreements. The incumbent will work with the hosting vendor to perform Web Application server platform capacity planning and forecasting, evaluate and recommend appropriate architecture changes to support application needs.

General Programming Function

As an essential member of the Information Technology Services Department, the Systems Analyst/Programmer will write code as well as assist in debugging or checking code from fellow Systems Analyst/Programmers and technical contractors, and perform information systems maintenance and upgrades. The Systems Analyst/Programmer will perform problem solving using root causes analysis, and assist with helping the unit meet its Key Performance Indicators for measuring the team's performance against the Service Level Agreements. The incumbent will provide general programming support/expertise.

The Ideal Candidate

The ideal candidate will have skills in project management, problem-solving, systems and needs analysis, and the ability to determine how business needs translate to technology solutions.

You will thrive in this position if you have a:

- penchant for creating a culture of feedback—praise and constructive criticism
- concern for team members and desire to continually improve team cohesiveness
- drive for performance and task accomplishment- achieving results the whole team can be proud of
- organized and analytical mindset when problem solving;
- and high degree of personal accountability

GIS Function

We are looking for a candidate with knowledge in structured geospatial data development, design, and programming methodology; current industry-standard computer programming languages; and software and database systems.

Examples of Job Duties

General Programming Function

- Design, develop, test, debug, document and maintain computer applications and procedures in cooperation with user departments and IT Services Department staff members.
- Design secure solutions that meet security standards.
- Review solutions with Sr. Systems Analyst Programmer or Manager to ensure compliance with legislative, regulatory and judicial mandates, regulations and professional standards.
- Adhere to proper incident response procedures.
- Create, modify, and test code (i.e., Java Script, C#, C++, SQL, .NET) and integration technologies (i.e., XML, APIs, Web Services).
- Use problem-solving principles to identify root cause, evaluate possible solutions and implement countermeasures and/or fixes.
- Ensure all assigned work requests through the IT Ticket System are kept updated at all times.
- Confer with manager and user departments to determine feasibility of automating or re-engineering specific operations.
- Follow project management standards (such as creating a project plan, gathering requirements, developing test cases, etc.) for new applications and software enhancements.



Examples of Duties (Continued)

- Design and Develop Reports and/or Dashboards (eg. SSRS, Crystal Reports, PowerBI) utilizing scripts (eg. Dax, Visual Basic).
- Liaise with the departments and technical teams to identify and improve customer service dimensions.
- Contact and coordinate work of contract service providers in the installation and modification of software application systems for the City.
- Adopt a cloud-first mindset and assist the ITS department with migrating legacy systems from on-premise to the cloud and deploying new solutions in the cloud.

GIS Function

- Development, maintenance, and distribution of enterprise-based and business-driven spatial data, applications, and mapping.
- In collaboration with other Divisions and Departments, provide GIS environment customization, web-based map and data development, and application support.
- Provide professional and technical expertise to customers and staff members in the areas of geographic information systems, application and database development, report writing, configuration, upgrades, program/system testing, implementation and maintenance, training, documentation, systems integration, and geographical/spatial administration.

Webmaster Function

- Design, develop, test, debug, document and maintain COTS CMS solution and other computer applications and procedures in cooperation with user departments and IT Services Department staff members.
- Design secure solutions that meet Search Engine Optimization (SEO) best practices and security and American with Disabilities Act (ADA) standards related to web application platforms.
- Review solutions with Sr. Systems Analyst Programmer or Manager to ensure compliance with legislative, regulatory and judicial mandates, regulations and professional standards.
- Adhere to proper incident response procedures, including escalating issues outside agency's environment to the hosting vendor(s).
- Create, modify, and test code (i.e., HTML, HTML-5, CSS, JavaScript, C#, C++, SQL, .NET) and integration technologies (i.e., XML, APIs, Web Services, Web hooks).
- Use problem-solving principles to identify root cause, evaluate possible solutions and implement countermeasures and/or fixes.
- Ensure all assigned work requests through the IT Ticket System are kept updated at all times (including tickets submitted through hosting vendor[s] portals).
- Lead web development meetings with web authors from the City Departments to discuss website standards and other policy related topics.
- Follow project management standards (such as creating a project plan, gathering requirements, developing test cases, etc.) for new applications and software enhancements.
- Work with hosting vendor to perform Web Application server platform capacity planning and forecasting, evaluate and recommend appropriate architecture changes to support application needs.
- Design and Develop Reports and/or Dashboards (eg. SSRS, Crystal Reports, PowerBI) utilizing scripts (eg. Dax, Visual Basic).
- Liaise with the departments and technical teams to identify and improve customer service dimensions.
- Contact and coordinate work of contract service providers in the installation and modification of software application systems for the City.
- Adopt a cloud-first mindset and assist the ITS department with migrating legacy systems from on-premise to the cloud and deploying new solutions in the cloud.

[Complete job information can be viewed in the class specification.](#)

Education and Experience

A typical way to obtain the required knowledge, skills, and abilities would be education and/or experience equivalent to graduation from an accredited college or university with a Bachelor's degree in Computer Sciences and two years of experience. Higher levels of experience will be considered in lieu of a degree in Computer Sciences.

Strong knowledge of IT best practices, IT General Computer Controls, Change Control, and Risk Management, and Incident Response is essential.

Highly desirable:

GIS

- Two years of progressively responsible experience with ArcGIS Enterprise (Portal, ArcGIS Desktop, ArcGIS Pro, ArcGIS Server), ArcGIS Online, Survey123, Field Maps, StoryMaps, and ArcGIS Hub.
- C#, Python, MVC, HTML, CSS, ASP.NET, JavaScript, ESRI Software and programming stack, use of ETL tools, structured geospatial data development, design, and programming methodology, and current industry standard computer programming languages.
- SQL Server; Safe Software FME Server and Workbench; VertiGIS Geocortex Essentials and Analytics; Adobe ColdFusion; and AutoDesk AutoCAD.
- Addressing – Understanding of address guidelines and maintenance for collaboration with City departments, and external agencies; and data integration with City business systems.

Webmaster

- Experience as a systems analyst/programmer, Webmaster, or data analyst/scientist.
- Experience with:
 - Advanced SEO practices designed to follow Google's structured data to return site search results.
 - Graphic design.
 - Enterprise content management.

Licenses/Certificates/Special Requirements

- Must be willing to work odd hours and weekends, dependent upon department operational requirements.
- This classification requires the ability to travel independently within and outside City limits.

Application Process

How to Apply: Candidates may apply for this position by submitting a completed City application, cover letter, resume and supplemental questionnaire through the online application system (Government Jobs) at: <https://www.governmentjobs.com/careers/fremontca>

Selection Process

The selection process may include individual and/or panel interviews, professional reference checks, fingerprint check for criminal history, and other related components. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

Reasonable Accommodation: Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by calling (510) 494-4660 or emailing humanresources@fremont.gov.

SUPPLEMENTAL QUESTIONNAIRE

The completion of this supplemental questionnaire is required for your application to be considered for the Systems Analyst/Programmer position, and is an integral part of the examination process. This supplemental questionnaire will be used to assess your qualifications as it relates to the position. Your responses will be evaluated and compared to your application and will assist in determining which applicants will receive further consideration for the selection process.

When you apply online you will be required to respond to the following questions:

1. Please be specific in answering the Supplemental Questions as they will be used to evaluate which applications will be given further consideration in the process. Do not answer “see resume” or “see application” as these are not valid answers. Select “Yes” to reflect that you have read and understand this statement.

- Yes
- No

2. Which full-time position are you applying for?

- Geographic Information System (GIS) Section
- Webmaster Section
- General Programming Section

3. How many years of professional experience do you have working in analysis, design and implementation of information systems?

- None
- Less than 1 year
- 1 year to less than 3 years
- 3 years to less than 4 years
- 4 years to less than 5 years
- 5 years or more

4. How many years of professional experience do you have in applications programming and system management?

- None
- Less than 1 year
- 1 year to less than 3 years
- 3 years to less than 4 years
- 4 years to less than 5 years
- 5 years or more

5. How many years of professional experience do you have in configuration of computing systems?

- None
- Less than 1 year
- 1 year to less than 3 years
- 3 years to less than 4 years
- 4 years to less than 5 years
- 5 years or more

6. List the programming languages that you are proficient in using. For each programming language you list, assign a rating of proficiency (entry, intermediate, advanced or expert) and indicate the number of years of experience you have working with the language.

SUPPLEMENTAL QUESTIONNAIRE (Continued)

7. Describe any experience you have with the following type of cloud services: IaaS, PaaS, SaaS, RaaS, XaaS.

8. Describe any experience you have as a systems analyst/programmer, GIS Analyst, Webmaster, or data analyst/scientist.

9. Do you have at least a bachelor's degree in Computer Science, GIS Information Systems, Information Systems, or related field?

- Yes
- No

10. Do you currently possess a valid Class C California Driver's License?

- Yes
- No, but I acknowledge I must obtain one by the time of appointment.

11. *(General programming applicants only)* Do you have experience with any of the following software: Accela, Cityworks, Central Square Tiburon, Cognitive Services / Artificial Intelligence, Crystal Reports, Granicus govAccess (CMS), Microsoft Dynamics (CRM), Microsoft SharePoint, Microsoft PowerPlatform (PowerBI, PowerApp), Microsoft SQL Server Reporting Services, Microsoft Teams, Microsoft Azure Services, PeopleSoft, or Visual Studio?

- Yes
- No

12. *(General programming applicants only)* If you answered "Yes" to the previous question, describe your experience. If you answered "No," describe any other software experience you may have.

13. *(Webmaster applicants only)* Do you have experience with any of the following software: Adobe Creative Cloud, Bablic, Bit.ly, Cognitive Services / Artificial Intelligence, Cognos, Google Analytics, Granicus govAccess, or other Content Management System (CMS), Granicus GovDelivery, or other Civic Engagement or Email Newsletter Services, Granicus MinuteTraq, or other Agenda Management Solutions, Microsoft Dynamics, Microsoft SharePoint, Microsoft SQL Server Reporting Services, Microsoft Teams, Microsoft Azure services, Microsoft Power Platform (PowerApps, PowerBI), SiteImprove, UserWay, Tableau?

- Yes
- No

14. *(Webmaster applicants only)* If you answered "Yes" to the previous question, describe your experience. If you answered "No," describe any other software experience you may have.

15. *(Webmaster applicants only)* Describe any experience you have with Advanced SEO practices designed to follow Google's structured data to return site search results.

16. *(Webmaster applicants only)* Describe any experience you have with graphic design.

17. *(Webmaster applicants only)* Describe your level of experience in enterprise content management.

18. *(GIS applicants only)* Do you have experience with any of the following systems and software: ArcGIS Enterprise (Portal, ArcGIS Desktop, ArcGIS Pro, ArcGIS Server), ArcGIS Online, Survey123, Field Maps, StoryMaps, and ArcGIS Hub, SQL Server, Safe Software FME Server and Workbench, VertiGIS Geocortex Essentials and Analytics, Adobe ColdFusion, and AutoDesk AutoCAD?

- Yes
- No

19. *(GIS applicants only)* If you answered "Yes" to the previous question, describe your experience. If you answered "No," describe any other software experience you may have. Please assign a rating of proficiency of entry, intermediate, advanced, or expert, and indicate the number of years of experience you have working with the systems and software.